

Procedure/Instructions for Requesting
“Designated Accessible Parking Spaces for
On-Street Residential Parking”

1. The applicant must obtain a disability registration card and placard through the West Virginia DMV. A copy of each must be submitted along with the completed request form to the City of Fairmont.
2. When all information has been received, a site evaluation will be completed by the Public Works Dept.
3. The following areas will be evaluated and a written record of their findings will be placed on file with each application.
 - Availability of Off-Street Parking
 - a. Location of a driveway (i.e., front of the house, rear of the house or other parking available on the property)
 - b. The availability of off-street parking will not be an automatic reason for denial. The location, terrain, or other case by case finding may justify approval of the request.
 - Availability of On-Street Parking
 - a. Location and proximity of identified available on-street parking.
 - b. Normal conditions of congestion for the site. Consideration should be made for schools, churches, etc., which may create temporary or seasonal competitiveness for parking at the location being evaluated.
4. All designated “On-Street Residential Accessible Parking Spaces” can be used by anyone having a valid placard, and are not intended to be for the “sole use” of the applicant.